

NCHU 2025 Fall Semester

1 Dormitory check in

08:30-17:30, Feb 21-22, 2026

- Male Dorm :
145 Xingda Rd, South Dist., Taichung
- Female Dorm :
295 Guoguang Rd, South Dist., Taichung

2 Report to OIA

13:00-16:00, Feb.24-25, 2025

- 1st stop: 3rd meeting room @3F, Admin Bldg
- 2nd stop: Your department office

Bring the following documents(Original & copy):

- Admission Letter *1
- Verified Diploma *1
- Verified Transcript *1
- Passport *1 (personal page)
- Passport *1 (visa page)
- 2-inch Photos *2

if applicable, please bring: (copy)

- Both Sides of ARC *1
- Taiwan Govt. Scholarship Certificate*1
- NHI Card*1
- Post Office Account Book*1
- Health Check Report

3 Orientation

12:00-13:00, Feb 26, 2025

- International Conference Hall @7F, Library

Bring the :

- Pen
- Personal information document
- Student handbook (digital file)
- Documents given on the report day

4 Student ID card

- OIA @3F at Admin. building
- Student ID card will be issued with an Email notice when it's ready.
- Before claiming your student ID card, you must finish the registration Procedure:
 - Paying fees (before Feb. 23)
 - Selecting courses online
 - Update Student Affairs Information System online.
 - Hand in the copy of ROC Number sheet (or ARC) and the post Office account passbook.



Complete the following applications by yourself

Feb. 23 – Mar. 13, 2025

Please ignore if you have completed

Immigration Agency | Apply ROC No.

R.O.C. number sheet

- Application form
- Original and copy of passport *1

Post office | Open an Account

- Post Office Account: for scholarship/ part-time job/insurance reimbursement

Bring the :

- Application form
- Copy of passport *1
(personal page, visa page)
- Copy of ROC No sheet
- CRS Self-Certification Form
- Signature (seal) – optional
- Deposit NT\$100

Immigration Agency Online system | Apply ARC

Online Application

- 2-inch photo *1
- Original & copy of passport *1
(personal page, visa page)
- Original & copy of NCHU admission
- Application fee NT1,000

NCHU 2026 Spring Semester

1 Regarding Dormitory

Deadline of Cancel

- **New Student: Feb. 8th, 2025**
 - **Current Student: Dec. 31st, 2025**
 - Students who complete all the application procedures for dormitory but cancel it via sending email to OIA before the deadline shall be exempted from paying the dormitory fee.
 - Those who cancel their beds 14 days before the start of the semester shall pay a cancellation fee of TWD 1,000.
 - Students who cancel it after the assigned deadline, you shall pay the accommodation fee **first** and you will be refunded **70%** of the accommodation fee.
 - Students who cancel the dormitory room **after 14 days of the semester(Mar. 14th day)** to the last working day of the 9th week shall get 50% refund.
 - Students who cancel the dormitory room after the last working day of the 9th week shall not get any refund.
- * Student who ask to cancel the dormitory after cancellation deadline will need to contact the dormitory in person, pay the whole accommodation fee first then apply for a refund.

Email for Canceling:

- Male Dorm:
maledormitory@dragon.nchu.edu.tw
- Female Dorm:
femaledormitory@dragon.nchu.edu.tw

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Course selection

Undergraduate Students

	Time	Target
Course Primary Selection Online 網路初選	Feb. 9, 10:00 am- Feb. 10, 08:00.am	4th & 5th-year students
	Feb. 10, 10:00 am- Feb. 11, 08:00.am	3rd-year students
	Feb. 11, 10:00 am- Feb. 12, 08:00.am	2nd-year students
	Feb. 12, 10:00 am- Feb. 13, 08:00.am	1st-year students
All undergraduate courses 跨系選課	Feb. 13, 10:00 am- Feb. 14, 08:00.am	All undergraduate
Add-in and drop course online 線上加退選	Feb. 23, 10:00 am- Feb. 27, 08:00.am	All students
Special Case Request 特殊情形加退選	Feb. 24, 10:00 am- Mar. 01, 08:00.am	All undergraduate
Application for course withdrawal 停修申請	Apr. 27, 10:00 am- May. 22, 17:00.pm	All students

Master & Ph. D. Students

	Time	Target
Course Primary Selection Online 網路初選	Feb. 09, 10:00 am- Feb. 11, 08:00.am	Master & Ph.D. Degree-Seeking students
Course Add-in & Drop Online (All courses) 線上加退選	Feb. 23, 10:00 am- Mar. 01. 08:00.am	
Application for course withdrawal 停修申請	Apr. 27, 10:00 am- May 22, 17:00.pm	

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Registration

Deadline:

5:00 pm, Mar. 6, 2026

NCHU
2026 Spring
Semester

